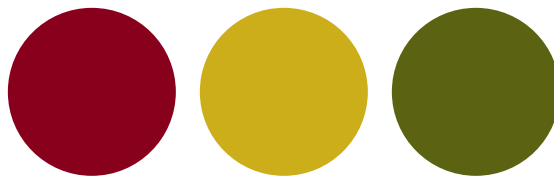


Arizona Poetry Out Loud



LEAD TEACHER TOOL KIT

2007-2008



Arizona Poetry Out Loud

Poetry Out Loud: National Recitation Contest, is presented in partnership with the National Endowment for the Arts, The Poetry Foundation, and the Arizona Commission on the Arts.

Additional copies of this toolkit can be downloaded at www.azarts.gov/poetryoutloud



**NATIONAL
ENDOWMENT
FOR THE ARTS**

The NEA is a public agency dedicated to supporting excellence in the arts – both new and established – bringing the arts to all Americans, and providing leadership in arts education. Established by Congress in 1965 as an independent agency of the federal government, the Arts Endowment is the largest national funder of the arts, bringing great art to all 50 states, including rural areas, inner cities, and military bases. For more information, please visit, www.nea.gov.



The Poetry Foundation, publisher of *Poetry* magazine and one of the largest literary organizations in the world, exists to discover and celebrate the best poetry and to place it before the largest possible audience. The Poetry Foundation seeks to be a leader in shaping a receptive climate for poetry by developing new audiences, creating new avenues for delivery, and encouraging new kinds of poetry through innovative literary prizes and programs. For more information, please visit, www.poetryfoundation.org.



**Arizona
Commission
on the Arts**

The Arizona Commission on the Arts, the state arts agency whose mission is to help Arizonians broaden, deepen and diversify their engagement with the arts, as creators, audiences and supporters, in ways that are satisfying and integral to their lives. The Commission provides programs and services to artists and arts organizations throughout Arizona. For more information, please visit, www.azarts.gov.

Arizona Poetry Out Loud

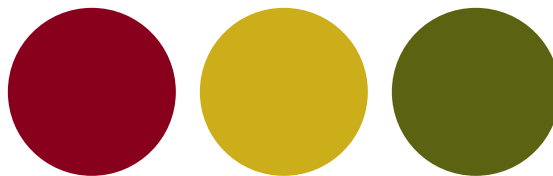
Dear Teachers,

We are so pleased that you and your students will be participating in the Poetry Out Loud National Recitation Contest sponsored by the National Endowment for the Arts, The Poetry Foundation, and the Arizona Commission on the Arts. Enclosed in this packet you will find the materials that you will need to guide you through the process of creating a successful program at your school.

In addition to this lead teacher tool kit we have sent you program materials created by the NEA and The Poetry Foundation. The updated 2007 Teachers Guide will introduce you to the program and will give you guidance on classroom activities, a sample class schedule, and evaluation criteria. We also have included copies of the Poetry Out Loud anthology, from which students can select poems for their recitation. Students may also choose poems they find on the Poetry Out Loud website www.poetryoutloud.org

If you have any questions or need additional copies of the materials, contact Kim Willey at 602.771.6521 or kwilley@azarts.gov, Re: POL materials.

Sincerely,
Kim Willey
Poetry Out Loud Coordinator



Arizona Poetry Out Loud

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- State Finalist Registration
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Arizona Poetry Out Loud

OPPORTUNITIES

Workshops

The following are dates for workshops in your area. All workshops are free. ACA can offer modest travel honorariums for those who attend these workshops. If you require travel funds to attend the introductory workshop please contact Kim Willey at 602.771.6521.

Poetry Out Loud Introductory Workshop

Presented by Christopher Lane of the Northern Arizona Poets and the Arizona Commission on the Arts. This workshop will focus on recitation, and memorization. Introducing tricks and skills on memorization and different techniques on emphasizing words with minimal gesture movements. Learn how to engage your school community through Poetry Out Loud, how to utilize the tool kits and online resources from the Poetry Out Loud website and meet other teachers who are participating in Poetry Out Loud.

Tucson

November 13, 2007

4:00-5:30

Tucson Pima Library
101 N. Stone Ave
Tucson, AZ 85701

Phoenix

November 9, 2007

4:00-5:30

Burton Barr Library
1221 N. Central Ave.
Phoenix, AZ 85004

Flagstaff

November 8, 2007

4:00-5:30

Coconino Center for the Arts
2300 N. Fort Valley Rd.
Flagstaff, AZ 86001

Invitations will be sent out via email to participating teachers as dates approach for workshops. If you would like to register for the introductory workshop right now, feel free to email Kim Willey at kwilley@azarts.gov, and specify which workshop you would like to attend and how many teachers from your school will be participating.

State Finals Post Project Meeting

Meet with other teachers who completed Poetry Out Loud. We will hold conversation at the state finals to hear about your experience in participating in Poetry Out Loud. Focusing in on how the Commission can better prepare you to implement the project in your classrooms and how we can be of help to you in preparation for planning events for Poetry Out Loud and additional resources for you to use in the future. This meeting is optional but we encourage you to attend.

When: March 14, 2008

10:30 AM 12:00 PM

Where: Burton Barr Library

1221 N. Central Ave.

Phoenix, AZ 85004

Poetry Out Loud Finale Workshop

Now that the hard part is over, it's time to have some fun. This years state finals will end with a day of workshop opportunities for teachers, students, and parents involved in the Poetry Out Loud program. The workshops will be experiential, hands on learning about writing, reading, understanding, and applying poetry to our everyday lives. Charles Jensen, Assistant Director of the Virginia G. Piper Center for Creative Writing at Arizona State University along with other literature professionals will host two workshops, which will repeat morning and afternoon.

When: March 15, 2008

10:30 AM 3:30 PM

Where: Burton Barr Library

1221 N. Central Ave.

Phoenix, AZ 85004

Morning Workshop: 11:00 -12:30 PM

Break: 12:30 - 1:30 PM

Afternoon Workshop: 1:30 - 3:30 PM

Poetry Out Loud Meet and Greet

The Commission can help you host your own Poetry Out Loud gathering with teachers in your community. We'll talk about hot topics that have come up in your classroom, get advice on integrating Poetry Out Loud into your class curriculum and exchange ideas, lesson plans, and thoughts on the program with participating teachers. A casual get together for those interested in extending or deepening Poetry Out Loud in their community. Dates are tentative depending on levels of interest of the community. If you are interested in holding a Poetry Out Loud Meet and Greet in your area contact Kim Willey at 602.771.6521.

Residency Opportunities

Teaching artists are available to come to your school to present up to 6 one hour sessions working directly with students on the process of understanding and reciting poetry. A list of teaching artists is available through the Commissions Residency Roster at www.azarts.gov/residencyroster If you have a teaching artist in mind that you would like to work with that is not on the Residency Roster, please send us the artists bio and work related experience along with your request to hold a residency to kwilley@azarts.gov or mail a hard copy to Kim Willey, Arizona Commission on the Arts, 417 W. Roosevelt St. Phoenix, Arizona 85003.

Teaching artists will be paid directly by the Commission an honorarium of \$40.00 per hour and are eligible to receive an additional travel honorarium if round trip mileage exceeds 70 miles.

Arizona Poetry Out Loud

PLANNING

Timeline

Here is a list of upcoming dates to remember. Please mark these dates on your calendars. We will also send you email reminders and update you on information regarding any date or location changes that may occur.

September 28, 2007- Deadline for schools to register for Poetry Out Loud

November 2007- Poetry Out Loud Introductory Workshops

February 22, 2008 - School Finals must be held by this date

February 23, 2008- School Finalist name due to ACA

March 14, 2008- Arizona State Finals

March 15, 2008- Poetry Out Loud workshops for participants

April 1, 2008 - Poetry Out Loud Commission survey emailed to lead teachers

April 30, 2008- Poetry Out Loud National Recitation, Washington DC

School Preparation

Now that you have received the Poetry Out Loud materials at your school site, meet with the other teachers who will be implementing the program at the school to distribute the materials. There are several items that need to be decided on that all teachers can take part in such as:

- Deciding on a date for the school finals
- Judges for the school finals
- Opportunities with Poetry Out Loud (workshops, residencies, school honorarium)
- Engaging the school community and community at large through Poetry Out Loud

*Tips on how to promote your schools participation in Poetry Out Loud are located in the Teacher's Guide published by the NEA and The Poetry Foundation. A sample school media advisory and follow-up press release are available online at

http://www.poetryoutloud.org/guide/guide_tips.html.

Prepare your school timeline

Task	Goal date to be completed	Completed

Honorarium

Each participating school can receive \$150.00. Included in this packet is a W9 form; which needs to be submitted by your school in order to receive funds. This award money can be used to purchase materials for your school program or finals or pay a substitute for the day of the state finals so you may attend with your school winner.

The honorarium cannot be disbursed to student winners and cannot be used to purchase food.

In order to receive the \$150.00 in full, the ACA Poetry Out Loud survey must be filled out by each school. You may request up to \$75.00 at the beginning of your program. The remaining \$75.00 will be disbursed to your school when the survey is filled out. If you do not indicate your need for the \$75.00 at the beginning of your program, your school will receive the honorarium in full once the survey has been completed.

Poetry Out Loud Survey

The Poetry Out Loud survey will be sent to the lead teacher at each participating school you via email in April once all Poetry Out Loud activities have been completed. The survey acts as a tool for the Commission to evaluate the Poetry Out Loud program. Sections will include questions on: implementation, optional residency, school finals, volunteers/additional help, finances, public value and participation.

In addition to answering the Commission's short survey, the NEA and The Poetry Foundation will contact each lead teacher to submit a survey as well. It is imperative this information is collected by you, the teachers, who are deeply involved with the program. Feedback is used in better planning of Poetry Out Loud for upcoming years.

If you encounter any problems as you deliver this program in your schools, please let us know. We are working with the NEA and The Poetry Foundation to make Poetry Out Loud its best. Any recommendations on how we can improve the delivery of the program are welcome.

School Finals Preparation

Once a school finalist has been chosen to represent your school at the state finals send their information to the Commission offices **ASAP**. **The deadline to submit school finalist information is February 23, 2008.** It is imperative we receive this information promptly to ensure all participant information is listed correctly in publication materials.

Please refer to the Poetry Out Loud 2007-2008 Teacher's Guide (page 6) for poem requirements. When the school finalist information is submitted Commission staff will verify that the selected poems are eligible for recitation.

If your school finalist would like additional coaching, funds are available for teaching artists to continue working with the individual students on a one on one basis. If your school held a residency workshop you may use the same teaching artist or chose another teaching artist to provide residency services. Contact the Commission if this is an opportunity your school finalist is interested in.

State Finals Information and Structure

The Arizona State finals will be held on March 14th in Phoenix. The structure of the days events are as follows:

March 14th

10:30 AM - 12:00 PM - Post Project Meeting (Optional)

1:00 PM - 3:00 PM - Northern and Southern Arizona semifinals

3:30 PM - 5:30 PM - Central Arizona semifinals

7:00 PM - 10:00 PM - Finals

*Semi finals structure may change depending on number of student finalists.

Student Requirements

Each student will be required to recite two poems at the semifinal level. The scores of each poem will be tallied; the six students with the highest scores will advance to the evening finals. Students who advance to the final recitation will be announced at the end of each semifinal round. 12 students will be selected for the final recitation.

The 12 students competing in the evening finals will all recite two poems; scores of the two recitations will be tallied. The five students with the highest scores will be asked to recite a third poem; the score of the third poem will be added to each of the students first set of scores. The highest scoring student will be named the Arizona State Champion; the second highest scoring student will be named First Place runner-up.

Arizona Poetry Out Loud

TOOLS AND RESOURCES

Advocacy Tips

- Invite school board members, neighbors, local business and parents to attend final events and workshop sessions.
- Look into opportunities to showcase students accomplishments in recitation around your community.
- At your school finals, honor students, arts educators, civic leaders, administrators and/or elected officials that have been supportive of arts education and Poetry Out Loud. Invite an elected official to make a presentation and present awards to students.
- Invite your school paper to assign a student journalist and photographer to cover the school finals and write an article about the event and the importance of the arts from a student's perspective. This is a great opportunity to have a participating student share their experience throughout the program with the whole school.

We encourage you to spread the word about the power of arts learning and how this experience has played an important role in your school and community

Contact your Arizona State Senator or Representative

- Have students write letters to state legislators thanking them for their support of the Commission and public funding of the arts. <http://www.azleg.gov>
- Invite your State Senator or Representative to announce your school finalist at the finals and speak to the audience. Mail your invitation letter 4-6 weeks in advance of your event to request their visit. Coordinate this with Arizona Citizens for the Arts, 602-253-6535, <http://www.azcitizensforthearts.org/index.html>

Need help locating your State Senator or Representative?

Visit the Arizona Citizens for the Arts website, select the Action Alert link, type in your zip code to locate your State Senator or Representative

<http://www.azcitizensforthearts.org>

Congressional District #_____

Representatives_____

Senator_____

Resources

The official Poetry Out Loud website offers additional information for both teachers and students www.poetryoutloud.org. Here is a listing of resources teachers may consider using or informing students about. If you have any recommendations, please let us know we will post additional resource on our website www.azarts.gov/poetryoutloud

Journals and Books

The American Poetry Review

Published six times a year, *The American Poetry Review* contains a diverse amount of contemporary authors ranging from poetry to prose. Over the past 30 years, APR has helped to make poetry a more public art form without compromising the art of poetry. For more information, visit www.aprweb.org.

***An Invitation to Poetry: A New Favorite Poem Project Anthology* edited by Robert Pinsky and Maggie Dietz**

This collection of 200 poems will capture the attention of those experienced in, and newbies to poetry, this anthology is accompanied by a DVD featuring a variety of everyday people introducing their own favorite poems ranging from classic to contemporary selections. The anthology follows the Favorite Poem Project founded by Robert Pinsky.

***Poetry Out Loud* by Robert Alden Rubin**

This easy-to-read book will help students, teachers, and poets understand poems more clearly. Every page of poetry has marginal notes highlighting, rhythm, rhyme meter, language, and sound. This book offers a diverse range of poetry to engage any reader.

***Poetry Speaks: Hear Great Poets Read Their Work from Tennyson to Plath* by Elise Paschen and Rebekah Presson Mosby**

Read along while you listen to 42 renowned poets recite selections from their own work. The book also includes photos and biographies of the poets and three CDs with recordings reflecting the pitch and tone of presenting a poem. A great resource for the Poetry Out Loud program.

***Shades of Meaning: Comprehension and Interpretation in Middle School* by Donna Santman**

Engaging students to think imaginatively and interpret assigned readings can lead to students writing more creatively and expressively. Santman describes the framework on teaching students how to read between the lines and think creatively while expanding their reading comprehension.

***Song of Ourselves: The Uses of Poetry in America* by Joan Shelley Rubin**

What is the use of poetry in America? Rubin explores this question addressing the history of poetry in the development of American society. Rubin not only addresses what poetry has meant but also leads the reader to think about what poetry means today, to them.

***The Practice of Poetry: Writing Exercises From Poets Who Teach* by Robin Behn**

Contemporary poets contribute exercises to help writers develop poems. The book is broken down into chapters on form, metaphor, structure, sound, rhythm, and reflection. With tips about how to overcome writers block, this book guides a novice poet through the steps of creating a poem.

***The Spoken Word Revolution: Redux* edited by Mark Elefeld**

Classis, contemporary, and slam poetry rolled into one book. The Spoken Word Revolution offers a unique taste of poetry from across the board. A CD featuring recitations by students, musicians, and poets demonstrates the variety of poems and meanings of poetry. The book is divided into several sections each introduced by an essay by poets, musicians, professors of literature.

Websites

American Academy of Poets

A great resource for teachers, students, and poets. Lists resources ranging from audio guides, podcasts, discussion forums, and reading recommendations from fellow poets. www.poets.org

Arizona Commission on the Arts

The state arts agency whose mission is to help Arizonans broaden, deepen and diversify their engagement with the arts, as creators, audiences and supporters, in ways that are satisfying and integral to their lives. The Commission provides programs and services to artists and arts organizations throughout Arizona. www.azarts.gov

Modern American Poetry

Critical and historical essays and syllabi on modern American Poetry. Many of the works relate to poems in the *Oxford Anthology of Modern American Poetry*. www.english.uiuc.edu/maps

National Endowment for the Arts

The NEA is a public agency dedicated to supporting excellence in the arts, both new and established; bringing the arts to all Americans; and providing leadership in arts education. The Endowment is the nation's largest annual funder of the arts, bringing great art to all 50 states, including rural areas, inner cities, and military bases. www.nea.gov

Poets & Writers

A great source for creative writers. The website offers information, support, and guidance for emerging poets, fiction, and creative non-fiction writers and funding for readings and workshops. www.pw.org

The Poetry Foundation

Publisher of *Poetry* magazine, the Poetry Foundation is an independent literary organization committed to a vigorous presence for poetry in American culture. www.poetryfoundation.org

The Poetry Society

Non-profit organization devoted to fostering and promoting poetry in the US. Excerpts from *Crossroads* (official journal), sponsored events and information about poetry.

www.poetrysociety.org

Organizations

Arizona Book Festival

The statewide Arizona Book Festival is sponsored by the Arizona Humanities Council. It is a free event held to celebrate the book in all its forms, featuring a continuous program of panel discussions, readings, author talks, question and answer sessions, and theatrical performances. Attendees can attend the presentations, buy books, have books appraised, and there is a special children's area with a program of hands-on activities and storytelling. For more information, visit www.azbookfestival.org.

Arizona State University Virginia G. Piper Center for Creative Writing

The Piper Center offers a multitude of programs, opportunities, and resources for writers at all levels of experience, such as the Distinguished Visiting Writers Series, the annual ASU Writers Conference, international exchange and fellowships programs for graduate students, workshops and classes for the community, numerous student internships, and the Piper Resource Center Library. The Piper Center publishes *Marginalia*, a quarterly literary magazine, *Hayden's Ferry Review*, an award-winning literary and art journal, and *Lux*, an undergraduate literary review. For more information, visit www.asu.edu/pipercwcenter.

Arizona State University Young Writer's Program

The Young Writer's Program provides arts-based programs for Arizona students in grades 4-12. Master of Fine Arts students from ASU perform residency-based work in schools and community-based organizations, addressing important writing concepts in the Arizona Arts Standards and teaching students how to express themselves through the creative process of writing by promoting confidence and imagination. For more information, visit www.asu.edu/ywp.

Hassayampa Institute for Creative Writing

Co-sponsored by Yavapai College and Sharlot Hall Museum, the Institute holds a week-long conference in the cool pines of Prescott, Arizona every July, designed to develop and hone literary skills, as well as foster community among writers. The conference allows participants to work with nationally-recognized authors in a professional, but informal setting that includes morning workshops, afternoon panels and discussions devoted to broader cultural issues, and evening readings in which featured authors share their work. For more information, visit www.yc.edu/hassayampa.nsf.

NorAZ Poets

An organization of Northern Arizona poets who have created several programs in the community. The Alzheimer's Poetry Project is designed to help stimulate brain activity by using poetry that was read and memorized during the patient's younger years. The "Young Voices, Be Heard" series encourages students to create their own work with constructive feedback, writing exercises and performance coaching. For more information, visit www.norazpoets.org.

Northern Arizona Book Festival

The Northern Arizona Book Festival promotes the union of literacy and the fine art of literature in a meaningful and relevant way to the peoples of Northern Arizona and the greater Southwest. The Festival brings a diverse group of authors to Flagstaff each year for a weekend of readings, workshops, panel discussions, and other literary events. For more information, visit www.nazbookfestival.org.

Tucson Poetry Festival

Every year in April, acclaimed poets from all over the country converge on Tucson to present their latest works, participate in panel discussions and conduct workshops on the literary art. Open-mike readings give poets of lesser stature a chance to try their works and maybe stake their claims to fame. For more information, visit www.tucsonpoetryfestival.org.

University of Arizona Poetry Center

The University of Arizona Poetry Center provides an extensive poetry library, free readings and lectures, community classes, poets-in-the-schools programs, poets-in-the-prisons programs, contests, exhibitions, and online resources. For more information, visit www.poetrycenter.arizona.edu.

Notes

Use this space to take notes while you implement Poetry Out Loud at your school. List additional resources, ideas and thoughts that you would like to share with other teachers during Poetry Out Loud workshops.

This image shows a full page of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page, providing a template for handwriting practice or general writing. There are no margins, text, or other markings on the page.

Arizona Poetry Out Loud

Poetry Out Loud School Finalist Registration Form

Please fill out the following information with your school finalist. **Return by February 23, 2008.**

Student name _____

Age _____ Grade level _____

Address _____

Parent/Guardian _____

Home phone _____

Email address _____

Poems that will be recited: List titles and authors

1. _____

2. _____

3. _____

Will your school finalist require travel assistance to attend the state finals? Please circle.

Yes No Not Sure

Please include a short bio on the school winner. No more than 5 sentences. Students can include a short description on their experience with Poetry Out Loud and list future plans for college, favorite books and authors, hobbies and extra curricular activities they are involved in.

Please return this form along with a photo of the school finalist to Kim Willey at kwilley@azarts.gov, fax to: 602.256.0282 or mail a hard copy to:

Arizona Commission on the Arts
Attn: Poetry Out Loud
417 W. Roosevelt St
Phoenix, AZ 85003



Arizona Commission on the Arts
417 W. Roosevelt Street
Phoenix, Arizona 85003
602.771.6501

This document is available in alternative formats by contacting the
Arizona Commission on the Arts at 602.771.6501.